

**SSC Meeting Minutes**  
**September 17, 2020**  
**3:00 – 4:15**

**Members Present:** Sylvie Bullard, Laura Lewis, Mary Beth Wettig, Kristi Flavio, Phyllis Acon, Michael Farley, Michelle Park, Erica Reardon, Jim McConihe, Alison Strake, Jen Gilroy, Tori Johnson, and Barbara Jones

**Members Not Present:** Linda Maduwura

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3:05 – Sylvie – Meeting called to order. Welcomed everyone to the Zoom meeting. Introductions of all the new members.

3:15 – **Introductions:** Sylvie – Introduced and played a video that was created by Nadine Rosenzweig from our district office, as an introduction to what Site Council is all about.

3:25 – **Discussion:**

- Sylvie – Spoke about our Site Council By Laws. We were placed in breakout rooms to discuss/review the By Laws. Each breakout room was given 2 pages of the 8-page document to review.
- The breakout groups came back together and we reviewed the Bylaws with the members.
- Noted items – Post the agenda on the website  
Post the date of the meetings on the website  
Post meeting date/time at least 72 hours ahead of time  
Post reminder at least 48 hours ahead of time  
Post changes at least 24 hours ahead of time
- Per the Bylaws we should have 2 Alternate Parent Reps. We will announce this in Shark Bites next week and ask for parents to submit a bio for another election.
- Add to Bylaws – voting can be conducted via Google Form online.
- The Safety Plan has been completed for the 20/21 school year. Therefore, we will not need to make revisions this year.
- There is a “Guide 20/21” that will give us ideas of what to cover at meetings.
- Document tracker is used for the documents that are reviewed by the Site Council.

3:45 – **Chairperson:** Sylvie Opened the floor for nominations for Chairperson of Site Council

- Erica Reardon was nominated – Erica gracefully declined
- Michael Farley offered his nomination
- Sylvie presented the nomination of Michael Farley for Chairperson
- Erica Reardon motioned the nomination of Michael Farley for Chairperson
- MaryBeth Wetting second the motion to nominate Michael Farley for Chairperson

- Membership voted – all in favor – YES 100% / NO 0%
- Motion carried – Michael Farley is our new Chairperson for Site Council.

3:50 – **Schedule**: Sylvie began the discussion for Schedule of Site Council meetings

We need to have a minimum of 5 meetings. Typically set around due dates of documents that need to be reviewed.

Our next meeting will be on October 15, 2020 via Zoom

Topics will include – SARC review which is due by Nov. 20, 2020

- Review minutes of the 9/17/20 meeting
- Set calendar dates for the rest of the meetings for the school year.

3:55 – **Open Forum**

Sylvie was asked to share the Site Council video to the membership to review again at their own time.

Sylvie was asked to share more information regarding our next meetings

Phyllis Acon asked about the Healthy Kids survey. Sylvie explained that this was conducted in Oct. 2019 and we had hoped to do a second survey in April of 2020 to compare the results. Due to the Covid shutdown, we were not able to hold the second survey. Our hope is to offer the survey again this fall 2020 and in the spring 2021. We did not want to offer the survey too soon as we know that everyone's stress level is at a higher level due to the remote learning model. By waiting until at least October, students may feel more confident. Possibly after conference week in mid-October. Currently, teachers are doing daily check-ins with the students to check on the social / emotional well-being of the children. The data is very valuable both with the check in's and with the surveys.

The District created a survey to pilot last fall that was similar to the Sycamore survey.

Michael mentioned that he would look into Robert's Rules of Order:

4:15 – Michael Adjourned the meeting

**Next Meeting: October 15, 2020**